

## **2016-06-23 Draft Amendment to Municipal Code**

### **Sec. 2-161. - Purchasing agent; powers and duties in regard to purchasing.**

The village manager shall be or designate a general purchasing agent of the village, and except where specific provision to the contrary is made by law or by the board of trustees, he shall make all purchases of supplies, materials and equipment authorized by the board of trustees, in the manner prescribed by and subject to the limitations imposed by law. No purchase shall be made or obligation or expense incurred, except for the purpose for which no prior appropriation is required by law, if the amount thereof is not covered by an unexpended appropriation for the purpose. On all purchases of more than twenty thousand dollars (\$205,000.00), the village manager shall first procure the approval of the village board before making such purchases, and in all cases he shall comply with the statutory provisions as to solicitation of bids. The village manager or his designee shall develop purchasing policies and procedures, in conformance with state and federal law, that will be modified from time to time in the discretion of the village manager and to maintain conformance with such laws.